

**City of West Lafayette
Rental Housing Occupancy Affidavit**

Attachment C

As required by Section 117.05 of the West Lafayette City Code

Dwelling: _____ (street and apt. no.)

I have made personal and diligent inquiry and make this affidavit based upon personal knowledge. The names of all the occupants who reside in this dwelling and those persons and their relationship to any other persons residing in the dwelling (if no relationship, state none) are as follows:

<u>Name</u>	<u>Relationship</u>
_____	_____
_____	_____
_____	_____
_____	_____

If any familial relationship is claimed between occupants, the names of the occupants who claim to be related shall be identified below, together with the names, addresses, telephone numbers, e-mails, and relationship of the persons through whom they claim to be related and who can verify the information:

Effective date of this occupancy affidavit: From _____ To _____
(Month/Day/Yr)

Initial one of the following:

_____ I am the owner of the property _____ I am the manager of the property

Section 117.08 (d)(4)(A) – It shall be the continuing duty of the owner and/or manager to file an occupancy affidavit no less than annually and updating the occupancy affidavit upon any change in occupants. (Ordinance 03-09 Amended)

I affirm under the penalties for perjury that the foregoing representations are true. Under Indiana law, perjury is a class D Felony punishable by incarceration for one year. Submission of an incorrect affidavit is a violation of West Lafayette City Code Section 117.20, punishable by a fine of \$1,000 to \$2,500, and may result in the suspension of the rental certificate.

Date: _____ Signature: _____ Printed _____

**ALL OCCUPANTS OF THE PROPERTY MUST COMPLETE REVERSE SIDE OF THIS
FORM AT THE TOP (UNLESS CONSIDERED A MINOR CHILD)**

Occupant Confirmation: I affirm under the penalties for perjury that the foregoing representations are true. Under Indiana law, perjury is a Class D Felony punishable by incarceration for one year. Submission of an incorrect affidavit is a violation of West Lafayette City Code Section 117.20, punishable by a fine of \$1,000 to \$2,500.

Date: _____ Signature: _____ Printed: _____

Telephone # _____ E-Mail _____

Date: _____ Signature: _____ Printed: _____

Telephone # _____ E-Mail _____

Date: _____ Signature: _____ Printed: _____

Telephone # _____ E-Mail _____

Date: _____ Signature: _____ Printed: _____

Telephone # _____ E-Mail _____

If the occupants refuse to sign the occupant confirmation in a timely manner, the owner or manager shall sign below certifying that the occupants have refused. The occupants may then be prosecuted for violation of §117.20(d). I certify under penalties of perjury that I have demanded that the occupants sign this occupancy affidavit and one or more occupants have refused to do so.

Date: _____ Signature: _____ Printed: _____